

CAES SAFETY COMMITTEE

Role:

Ensure research and development tasks are planned and executed productively and safely in accordance with the principles of excellence in laboratory operations and with the ISU Safety Manual. Establish, maintain and reinforce a strong safety culture for CAES. Provide safety leadership for all CAES facility users including residents, laboratory users, and visitors.

Membership:

The CAES Safety Committee is co-chaired by the CAES ISU Technical Safety Officer and the CAES Deputy Director. The committee's standing membership is comprised of the six Lab leads, and four at-large members designated by the CAES Director and three Associate Directors.

For purposes of reviewing project work planning documentation and readiness verification, the Safety Committee co-chairs and the cognizant laboratory lead will assemble an ad hoc review group focused on specific projects.

Responsibilities:

- Have general knowledge of partner institution research policies and research approval procedures.
- Maintain a general knowledge of research and related work being performed in CAES laboratory spaces with specific understanding of work hazards and expected mitigations.
- Lead CAES facility users to maintain safe and compliant workspaces and to conduct R&D work in accordance with the ISU Safety Manual and CAES procedures.
- Ensure a productive work environment exists where laboratory users are fully

committed to safe, secure, and environmentally compliant operations.

- Routinely convene CAES user groups as a source of feedback for continuous improvement to CAES standards and procedures.
- Set expectations and evaluate laboratory space use, cleanliness, and orderliness.
- Review, disseminate and communicate lessons learned in a timely manner.

Accountabilities:

- To CAES Director and the ISU Technical Safety Office for compliance with applicable laws, regulations, standards, policies and procedures.
- To all CAES facility users for maintenance of a safe and secure work environment.

Authorities:

- In conjunction with CAES Director(s), establish CAES standards of performance and procedures for work planning, operations, and environment, safety and health.
- In conjunction with CAES Director(s), approve project planning work packages and provide independent verification of project readiness to start work including ensuring compatibility of co-located projects.

- In conjunction with CAES Director(s), define CAES training requirements, content, and methods for completion.
- Take actions to ensure safe, secure, and environmentally compliant operations and spaces, and to maintain research activities within the approved safety envelope.
- In conjunction with CAES Director(s), review and approve laboratory operating procedures and safety signage for laboratory R&D activities.